APPENDIX C

EQUIPMENT MAINTENANCE STANDARDS

This Appendix contains preventive maintenance information, guidance and checklists (for conveyors only) to be used by postal commanders to develop, implement and aggressively manage the Military Postal Systemts Preventive Maintenance Program. Reference material used to provide the information and direction included herein include the USPS Maintenance Handbook Series MS 26, 43, 58, 82, 101, 102, and 111.

The use of procedures and practices in conflict with those contained in this Appendix must be specifically authorized by the cognizant office of the Military Postal Service Agency.

All equipment shall be checked daily to ensure it is operational. MPO supervisors shall ensure that the manufacturer's operating instructions are available for each item of mechanical equipment used. Commanders will include verification of and accomplishment preventive maintenance as part of an MPO's daily operations in all command inspection programs.

Below is a Property Code Numbers (PCNs) Handbook F-43 listing the service of postal capital/sensitive equipment. The useful life may or may not exceed the service life as stated in the F-43 Handbook. If proper preventive maintenance is performed, it should extend the useful life. A complete overhaul will usually double the useful life.

EQUIPMENT		USEFUL LIFE
Conveyors		10 Years
IRTs		10 Years
Postage Meters		10 Years
Scales		10 Years
Cancellation Machines (Flyers)		10 Years
U-Carts	local inspection required	Indefinite
Hampers	local inspection required	Indefinite
Nutting Trucks	local inspection required	Indefinite
Cardboard Trays	local inspection required	Indefinite
Flat Trays	local inspection required	Indefinite
Pouch Racks	local inspection required	Indefinite
Letter Cases	local inspection required	Indefinite
Flat Cases	local inspection required	Indefinite
Vending Machine Booklets		10 Years
Strapping Machines		10 Years

Preventive maintenance may be divided into three major categories, inspection, cleaning and lubricating, and routine preventive maintenance.

INSPECTION - Inspection checklists specify those activities which normally call for a higher level of mechanical and electrical skill. These lists are concerned principally with inspections and adjustments, though tightening and cleaning activities may be included when delicate or complex equipment is involved. Generally, inspection activities are performed monthly, quarterly, semi-annually, and annually.

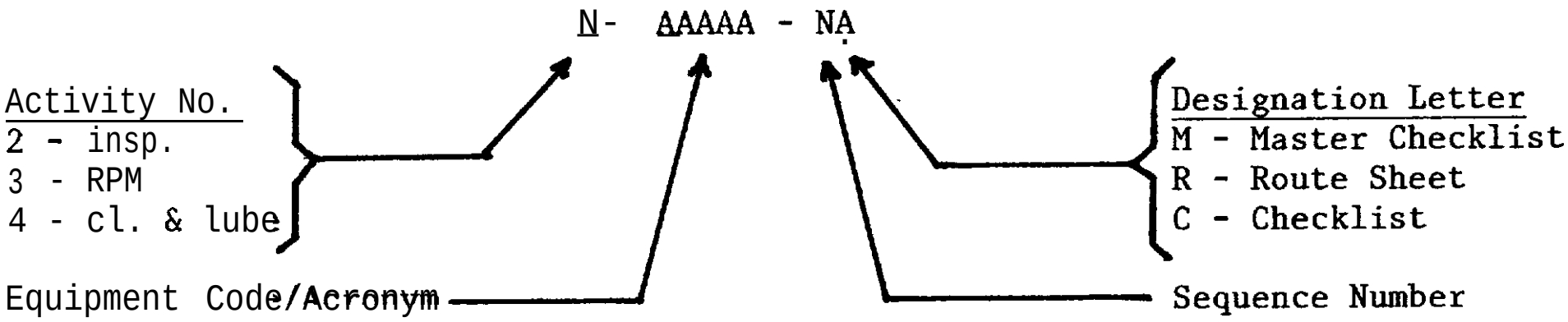
CLEANING AND LUBRICATING - Cleaning and lubricating checklists are primarily concerned with cleaning, lubricating, and tightening activities. These jobs do not ordinarily require as much technical skill as those appearing on inspection checklists. Cleaning and lubricating activities are usually performed monthly, quarterly, semi-annually, and annually.

ROUTINE PREVENTIVE MAINTENANCE - Routine preventive maintenance checklists are concerned with all of the activities listed above, but are normally directed at a level of skill between that required for inspections and that required for cleaning and lubricating. Inspection and adjustment work assigned at this level is less complex than work listed for inspections. Routine preventive maintenance activities are usually performed on a tour, daily, weekly, and hi-weekly intervals.

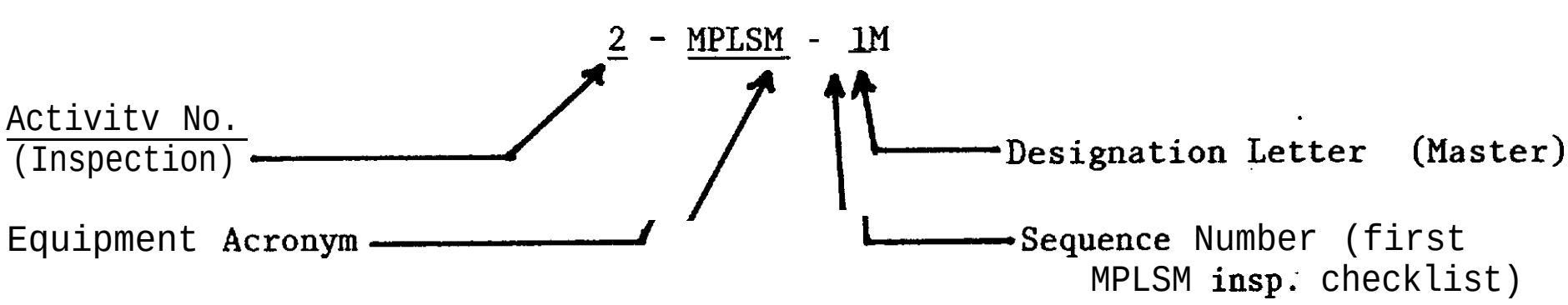
Inspection, cleaning and lubricating, and routine preventive maintenance activities for postal service equipment are listed on master preventive maintenance checklists, some examples of which are included in this Appendix.

Assignment of Checklist Numbers

Each checklist should be assigned an alpha-numeric identification which is unique within the local maintenance organization for purpose of positive identification. Where applicable, National Maintenance Information and Control System (NMICS) equipment codes/acronyms should be used as part of the locally developed checklist number.



An example showing the development of a checklist number for master inspection checklist No. 1 on the Multi-Positions Letter Sorting Machine (MPLSM) is shown below



PREVENTIVE MAINTENANCE FOR BOOKLET VENDING MACHINE PBM-6

PBM-6 Preventive Maintenance Requirements

ITEM	PROCEDURE	FREQUENCY
1	Checking for wear and damage	Every Service
2	Cleaning the coin mechanism	As needed during service
3	Cleaning the interior and exterior	As needed during service

PREVENTIVE MAINTENANCE INSTRUCTIONS

Because PBM-6 machines are often in remote self-service locations, cleaning takes place only as needed. Always check for wear and damage when servicing the machine or performing routine or unscheduled maintenance of any sort. Look for any worn, broken, bent, scorched, or other abnormal conditions of machine parts. Follow safety precautions during performance of preventive maintenance.

CHECKING FOR WEAR AND DAMAGE

Visually inspect the following electromechanical items for wear, damage, corrosion, rust, and scorched conditions:

a. All metal accessories and components

b. All dispensing module moving parts

C. All printed circuit boards and switches

d. All module latches and catches

e. Front panel indicators, COIN REJECT pushbutton, coin slot, and BOOKLET and CHANGE cups

CLEANING THE COIN MECHANISM

Follow coin mechanism removal and replacement procedures in this section. Stop at the point where the coin mechanism is hanging on the mounting studs.

1. Push down on coin return knob while observing coin mechanism. This causes coin acceptor lid to open slightly. The coin acceptor lid is held closed by a spring. Grasp lid firmly, and carefully swing it diagonally upward and to right.

CAUTION

Do not use solvents, steel wool, scouring pads, or a metal bristle brush for the following cleaning steps. Do not use any type of spray lubricant.

2. Hold coin acceptor lid open. Wipe exposed coin ramp and inner surface with a damp cloth. Use a cloth dampened with water and a mild nonabrasive detergent for heavy dirt in this area.

3. Let coin acceptor lid close gently.

4. The coin mechanism cleaning is now complete. Follow removal and replacement procedure in this section, beginning at point of installing coin mechanism in machine. Complete replacement procedure, and return machine to service.

CLEANING THE INTERIOR AND EXTERIOR

Wipe surface areas of PBM-6 clean with a brush and a dry, lint-free cloth. Use a vacuum cleaner on all surfaces. Wash or clean front panel with detergent NSN 7930-00-357-7386. Wipe dry with a clean, dry cloth.

PREVENTIVE MAINTENANCE FOR STAMP VENDING MACHINE PS-53C

PS-53C Preventive Maintenance Requirements

ITEM	PROCEDURE	FREQUENCY
1	Checking for wear and damage	Every Service
2	Cleaning the coin mechanism	As needed during service
3	Cleaning the stamp dispensing modules	As needed during service
4	Cleaning the interior and exterior	As needed during service

PREVENTIVE MAINTENANCE INSTRUCTIONS

Schedule cleaning on an as-needed basis because of the remote locations of PS-53C machines. Check for wear and damage each time the PS-53C is serviced for money removal and stamp replenishment, or when routine or unscheduled maintenance is performed. Look for any worn, broken, bent, scorched, or other abnormal conditions of PS-53C parts. Follow safety precautions during performance of preventive maintenance.

CHECKING FOR WEAR AND DAMAGE

Visually inspect the following electromechanical items for wear, damage, corrosion, rust, and scorched:

a. All metal accessories and components

b. All stamp module moving parts

c. All printed circuit boards and switches

d. All module latches and catches

e. Front panel indicators, coin return button, coin slot, and CHANGE cup

CLEANING THE COIN MECHANISM

1. Push down on coin return knob while observing coin mechanism. This causes coin acceptor lid to open slightly. The coin acceptor lid is held closed by a spring. Grasp lid firmly, and carefully swing it diagonally upward and to right.

CAUTION

Do not use solvents, steel wool, scouring pads, or a metal bristle brush for the following cleaning steps. Do not use any type of spray lubricant.

2. Hold coin acceptor lid open. Wipe exposed coin ramp and inner surface with a damp cloth. Use a cloth dampened with water and a mild nonabrasive detergent for heavy dirt in this area.

3. Let coin acceptor lid close gently.

4. The coin mechanism cleaning is now complete.

CLEANING THE STAMP DISPENSING MODULE

Remove each stamp module individually, following removal instructions in this section, and clean thoroughly. Wipe all surface areas with a brush and a dry, lint-free cloth. Use a vacuum cleaner to remove all paper dust collected within stamp modules.

CLEANING THE INTERIOR AND EXTERIOR

Wipe surface areas of PS-53C clean with a brush and a dry, lint-free cloth. Use a vacuum cleaner on all surfaces. Wash or clean front panel with detergent NSN 7930-00-357-7786. Wipe dry with a clean, dry cloth.

PREVENTIVE MAINTENANCE FOR BOOKLET VENDING MACHINE PBM-2

PBM-2 Preventive Maintenance Requirements

ITEM	PROCEDURE	FREQUENCY
1	Checking for wear and damage	Every Service
2	Cleaning the coin mechanism	As needed during service
3	Cleaning the interior and exterior	As needed during service

PREVENTIVE MAINTENANCE INSTRUCTIONS .

The above lists all preventive maintenance requirements. Always check for wear and damage when servicing the machine. Because PBM-2 machines a-re often in remote self-service locations, cleaning takes place only as needed.

Follow safety precautions during performance of preventive maintenance. Before opening the access door, disable the external alarm system and remove power by unplugging the machine from the AC outlet. Upon completion of preventive maintenance , close the rear access door , enable the burglar alarm system, and return power by plugging the machine into the AC outlet.

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CHECKING FOR WEAR AND DAMAGE

Visually inspect the following items for wear, damage, corrosion, rust, and scorched conditions, and discoloration:

1. All metal accessories and components
2. All dispensing module moving parts
3. All printed circuit boards and switches
4. All module latches
5. Front panel
6. Front panel indicators, COIN REJECT button, coin slot, and BOOKLET and CHANGE cups

Report any defective parts to the MPO supervisor.

CLEANING THE COIN MECHANISM

Materials. Cleaning the coin mechanism requires the following materials:

a. Soft damp cloth (nonabrasive)

b. Detergent (nonabrasive liquid soap)

c. Dry cloth (nonabrasive)

Procedures. Use the following steps to clean the coin mechanism:

1. Remove coin mechanism as stated below:

a. Remove power by unplugging power cord from wall outlet.

b. Unlock and open access door.

c. ‘Unplug coin mechanism by separating P10 from J10.

d. Grasp mechanism by its slide bracket and carefully slide it out of machine.

e. To empty coin tubes and remove slide bracket: ,.

(1) Hold down the two clips located in upper corners of mechanism.

(2) Push out top end of acceptor until it clears mechanism.

(3) Pull up coin acceptor until tabs located on sides of coin acceptor reach their upper limit.

(4) Swing bottom end of coin acceptor out of mechanism.

(5) Remove coins from coin tubes.

(6) Remove slide bracket. Set aside for use on replacement coin mechanism.

(7) Replace coin acceptor by reversing procedures described in steps (1) through (6) above.

2. Push coin return lever and open coin acceptor lid. Grasp lid firmly, and hold it open while cleaning coin path.

CAUTION

Do not use abrasive substance or materials like steel wool, scouring pads, or a brush with stiff bristels to clean the coin path. Do not lubricate the coin path.

3. Wipe coin path and inside of lid with a soft damp cloth. For heavy dirt in this area, use a mild nonabrasive liquid detergent applied to a damp cloth. If area cannot be cleaned, replace coin mechanism. Do not attempt to scrape away heavy dirt as this might cause permanent damage to module-.

4. Dry thoroughly with nonabrasive cloth.

5. GENTLY close coin acceptor lid.

6. Replace coin mechanism in accordance with the below procedures:

To load coin tubes and attach slide bracket, proceed as follows:

a. Hold down two clips located in upper corners of mechanism.

b. Push out top end of coin acceptor until it clears mechanism.

c. Pull up coin acceptor until tabs located on sides of coin acceptor reach their upper limit.

d. Swing bottom end of coin acceptor out of mechanism.

e. Load coin tubes with desired amount of coins.

f. Set DIP switches on back of coin acceptor to chosen settings.

g. Attach slide bracket removed in paragraph 1.e.6.

h. Replace coin acceptor by reversing procedures described in steps a through d above.

7. Carefully slide coin mechanism onto slide mount bracket, and push until it clears connector J10.

8. Connect P10 to J10.

9. Plug power cord into wall outlet, and apply power by pulling out (activating) interlock switch.

10. Perform the procedures listed below:

PBM-2 Performance Test

STEP	PROCEDURE	PERFORMANCE
1	Power-up check. Open rear door. Make sure all assemblies are installed and no coins are in machine. Plug in power cord. Pull out (activate) interlock switch.	Power-on lamp lights. Credit display LED's light and read zero (0.00). EMPTY LED flashes.
2	TEST SWITCH and VEND LIGHT LED checks. Press TEST SWITCH momentarily and release.	Dispensing motor runs one cycle. VEND LIGHT LED lights during vend cycle. EMPTY LED flashes.
3	Power-down check. Push interlock switch to center (off) position.	EMPTY LED, credit display LED's, and power-on lamp go out.
4	EMPTY LED check. Load dispenser with 30 test booklets. Put weight on top of booklets. Set $ACPT/NO $ACPT switch to OFF. Pull out (activate) interlock switch.	EMPTY LED remains out and power-on lamp lights. USE EXACT CHANGE LED flashes. Display reads zero (0.00).
5	PRICE SWITCHES and credit display LED's checks. Switch escrow disable switch to the off position. Set PRICE SWITCHES .40 and .05 to the ON position for a total of $0.45. Record cash accountability counter reading, and insert nine nickels in coin slot.	Credit display advances with each nickel deposited for a total of $0.45. Machine vends one booklet. Credit displays returns to zero (0.00), and cash accountability counter adds $0.45. USE EXACT CHANGE LED flashes.
6	Escrow disable switch check. Set escrow disable switch in the ON position. Insert one quarter and one dime. Press the COIN REJECT button.	Inserted coins do not pass through to CHANGE cup. Insert one dime, machine vends one booklet.
7	Escrow disable switch check. Set escrow disable switch in the OFF position. Insert one quarter and one dime. Press the COIN REJECT button.	Inserted quarter and dime pass through to CHANGE cup .

STEP	PROCEDURE	PERFORMANCE
8	COIN REJECT button check. Insert one quarter, one dime, and one nickel. Push COIN REJECT button.	Credit display shows in sequence $0.25, $0.35, and $0.40 and returns to zero (0.00) as the coins return to CHANGE cup. USE EXACT CHANGE LED flashes.
9	Booklet vend and cash accountability counter checks. Insert one quarter and four nickels.	Credit display shows in sequence $0.25, $0.30, $0.35, $0.40 and $0.45. Machine vends one booklet. Credit display returns to zero (0.00), and cash accountability counter adds $0.45. USE EXACT CHANGE LED flashes.
10	Change return check. Insert two quarters.	Credit display shows in sequence $0.25 and $0.50. Machine vends one booklet and returns one nickel to CHANGE cup. Credit display returns to zero (0.00), and cash accountability counter adds $0.45. USE EXACT CHANGE LED flashes.
11	Change return check. Insert one dime and two quarters.	Credit display shows in $0.10, $0.35, and $0.60. Machine vends one booklet and return three nickels to CHANGE cup. Credit display return to zero (0.00), and cash accountability counter adds $0.45. USE EXACT CHANGE LED flashes.
12	Low quarter SBA coin reject check. Insert one Susan B. Anthony (SBA) dollar coin.	Credit display shows zero (0.00)". The SBA coin returns to CHANGE cup. USE EXACT CHANGE LED flashes.
13	USE EXACT CHANGE LED check. Insert two quarters. "	Credit display shows in sequence $0.25 and $0.50. Machine vends one booklet and returns one nickel to

		CHANGE cup. Credit display returns to zero (0.00), and cash accountability counter adds $0.45. USE EXACT CHANGE LED goes out .
14	SBA coin accept check. Insert one quarter and one SBA dollar	Credit display shows in sequence $0.25 and $1.25. Machine vends one booklet and returns three quarters and one nickel. Credit display returns to zero (0.00), and cash accountability counter adds $0.45. USE EXACT CHANGE LED flashes.
15	INVENTORY SWITCHES check. Press three INVENTORY SWITCHES to empty coin inventory tubes.	No coins remain in tubes.

CLEANING THE INTERIOR AND EXTERIOR

Materials. Cleaning the interior and exterior of the PBM-2 requires the following materials:

a. Vacuum cleaner

b. Brush

C. Dry, lintless cloth

d. Detergent (NSN 7930-00-357-7386)

Procedure. Use the following procedure to clean the interior and exterior of the PBM-2:

1. Remove the cashbox.

2. Gently brush and vacuum surfaces of all components inside machine.

3. Wipe surfaces of components with a dry, lintless cloth.

4. Clean front panel. Use detergent as necessary. Wipe dry with dry, lintless cloth.

5. Clean cashbox and return it to machine.

PREVENTIVE MAINTENANCE FOR POSTAGE METER HEADS

Postage Meter Head Preventive Maintenance Requirements

ITEM	PROCEDURE	FREQUENCY
1	-Service Functions Only- Limited to installing meter tape and filling/refilling ink and water supply.	When required.

Postage Meter Base Preventive Maintenance Requirements

ITEM	PROCEDURE	FREQUENCY
1	Local maintenance and repair authorized when performed by military maintenance personnel or subsidiary companies of the manufacturer or USPS.	When required.

Scale, Automatic Indicating Pound, 100 Pound and 125 Pound

ITEM	PROCEDURE	FREQUENCY
1 “	Local maintenance and repair authorized when performed by military maintenance personnel or subsidiary companies of the manufacturer daily.	When required. .9
2	Service functions performed by the operator are limited to: Cleaning scale externally. Seeing that scale does not rock. Checking for correct zero weight. Seeing that the platform is free to move and return to normal position after displacement.	Daily.

PREVENTIVE MAINTENANCE FOR CANCELLING MACHINE

Canceling Machine Preventive Maintenance Requirements

ITEM	PROCEDURE	FREQUENCY
1	Clean dust and lint from the top of the machine using a small paint brush. Avoid pushing dust into oilless bearing. Inspect to determine if/when Item Numbers 2-3 are necessary.	Daily.
2	Clean die hub and treat with cleaning solvent if it becomes caked with ink and dust. Similarly, clean other exposed metal parts; however, avoid exposing rubber rollers to oil or cleaning liquid.	When required.
3	Oil areas marked for oiling, including moving parts not marked that normally require lubrication.	When required.
4	Ink the roller by rolling it on a small amount of ink on a flat surface. Invert roller occasionally to equalize wear. Replace roller when necessary.	When required.
5	Adjust as necessary in accordance with manufacturers instructions. Add oil to oil trough, as necessary. Model "H.D.2": SAE 10 or 20, nondetergent Model "M": SAE 10, nondetergent	When required.

Canceling Machine Preventive Maintenance Requirements (Cont.)

ITEM	PROCEDURE	FREQUENCY
6	Change oil-Model H.D.2-clean trough before adding 3 pints of new oil.	Semi-annually.
7	Change oil-Model M-clean before adding 1 pint of new oil.	Annually

NOTE - The canceling machine has been designed to be dependable during normal daily use for 10 years. All wear on the machine is gradual, allowing replacement parts to be ordered before breakdown, if the operator examines the working parts when the machine is being cleaned and lubricated.

MASTER PREVENTIVE MAINTENANCE CHECKLIST - SIDE A Type of Activity: INSPECTION			Checklist, Number: 2-PPC-1M		
System: Portable Conveyors	Equipment: All Models	Type: General Purpose Parcel Surting Loading-Unloading			

Component	Item	Instructions*	Frequency By Service Condition		
			Light	Mat	se%'
GENERAL	1	(Safety) *Observe* ● ll safety precautions. Disconnect power cable except when operations must be performed with the equipment running. Be especially cautious when performing operations with the equipment running.		MQSA -xxx	
	2	(Power Cable) Connect *power* cable and operate conveyor.		•	
	3	(Power Cablc) Disconnect power cable from receptacle.		•	
DRIVE SECTION	4	(rotor and Reducer or Gearmotor) With conveyor running, feel motor and reducer housing to detect excessive vibration. Listen for evidence *of* damage or wear to internal parts. Look for evidence of lubricant leakage.		-xxx	
	5	(Drive Section) With conveyor running observe the overall performance of the motor, reducer, and power transmission equipment.		-xxx	
	6	(Roller Chain Transmission) With power cable disconnected, remove chain guard. Look for excessive wear to roller chain and sprocket teeth. Look *for* corrosion and build-up *of* dirt on transmission parts. Feel chain to determine if tension is properly adjusted. Feel sprockets to be sure they are tight on shafts. Remount chain guard.		—xx	

*Frequency to agreewith "operating items" appearing on individual checklist. These *performance time* standards have not been included in the data presented on the summary sheet.

MASTER PREVENTIVE MAINTENANCE CHECKLIST - SIDE B

Checklist Number: 2-PPC-1M

Type of Activity: INSPECTION

System: Portable Conveyors

Equipment: All Models

Type: General Purpose Parcel Sorting Loading-Unloading

Item	Performance Time Criteria		Notes and Additional Information	Frequency Factor		
				Lt	Mod	Sev
1	(Safety)	5 minutes	Includes travel time to the job site		4	
2	(Power Cable)	2 minutes	Standard		•	
3	(Power Cable)	2 minutes	Standard		•	
4	(Motor and Reducer or Gearmotor)	2 minutes	Standard		4	
5	(Drive Section)	2 minutes	Standard		4	
6	(Roller Chain Transmission)	6 minutes	Standard		2	
			*Frequency to agree with "operating items" appearing on individual checklist. These performance time standards have not been included in the data presented on the summary sheet.			

MASTER PREVENTIVE MAINTENANCE CHECKLIST - SIDE A Type of Activity: INSPECTION			Checklist Number: 2-PPC-1M
System: Portable Conveyors	Equipment: All Models	Type:	General Purpose Parcel Sorting Loading-Unloading

Component	Item	Instructions	Frequency By Service Condition		
			Light	Mod	Sev
CONVEYING SECTION	7	(Belt Alinement and *Tension)* With conveyor *running,* observe tracking *of* the belt overdrive, terminal, *and* take-up pulleys (if reversible, observe in both directions). Observe the belt for proper tension adjustment.		MQSA -xxx	
	8	(Pulley Bearings) With conveyor *running,* listen for abnorma 1 noise *from* pulley and roll bearings. Feel accessible bearing housings to detect excessive vibration. Observe each pulley for eccentricity or other indication of bent shaft.		-XXX	
	9	(Belt and Lacing) With power cable connected, jog conveyor and observe condition of belt and lacing along entire length *of* belt.		-XXX	
HYDRAULIC SYSTEM (Model C) (Model K)	10	(Hydraulic System) With power cable connected, operate the boom section and observe the hydraulic system (manual or motor driven pump, whichever is applicable) . Look *for* leakage *around* cylinders, caps, piston rods, and in tubing and fittings of fluid lines.		-xxx	
STRUCTURAL	11	(Conveyor Frame) With power cable disconnected look for damage to the frame, hopper, boom and other structural members. Check for loose bolts, broken 'welds, and broken or loose rivets. Check casters for damage.		-xxx	
(.Model J)	12	(Boom) With *conveyor* running, slide the boom back and forth and check for free movement and *smooth* operation. check boom lock assembly.		-XXX	
(Models C & G)	13	(Manual Tilt Mechanism) With power cable disconnected, operate the elevating crank to test for proper operation of tilt mechanism. Look for damage to and feel for secure mounting Of parts.		-xxx	

MASTER PREVENTIVE MAINTENANCE CHECKLIST - **SIDE** B

Checklist Number: 2-PPC-1M

Type of Activity: **INSPECTION**

System:	Equipment:	Type:
Portable Conveyor	All Models	General Purpose Parcel Sorting Loading-Unloading

Item	Performance Time Criteria		Notes and Additional Information	Frequency Factor		
				Lt	Mod	Sev
7	(Belt Alinement and Tension)	4 minutes	Standard		4	
8	(Pulley Bearings)	3 minutes	Standard		4	
9	(Belt and Lacing)	5 minutes	Standard		4	
10	(Hydraulic System)	5 minutes	Applies to Model C & H Portable Conveyors		4	
11	(Conveyor Frame)	4 minutes	Standard		4	
12	(Boom)	2. minutes	Applies to Model J portable Conveyor		4	
13	(Manual Tilt Mechanism)	2 minutes	Applies to Models C & G portable Conveyors		4	

MASTER PREVENTIVE MAINTENANCE CHECKLIST - SIDE A

Checklist Number: 2-PPC-1M

Type of Activity: INSPECTION

System: portable Conveyors

Equipment: All Models

Type: General Purpose Parcel Sorting Loading-Unloading

Component	Item	Instructions	Frequency By Service Condition		
			Light	Mod	Sev
				MQSA	
CONTROLS	14	(Switches and Wiring) With power cable disconnected, look and feel for damage to switch boxes, cable reels, and associated conduit and wiring. Look for damage to power cable and plugs.		-	
GENERAL	15	(Clean-up) Clean all parts of the conveyor. Remove all inspection equipment from work area. Initiate repair work orders as required. Report serious deficiencies to the maintenance supervisor.		-xxx	

MASTER PREVENTIVE MAINTENANCE CHECKLIST - SIDE B Type of Activity: INSPECTION			Checklist Number: 2-PPC-1M		
System: Portable Conveyors		Equipment: All Models	Type: General Purpose Parcel Sorting Loading		
Item	Performance lima Criteria	Notes ● nd Additional Information	Frequency Factor		
			Lt	Mod	Sev
14	(switches and Wiring) 3 minutes	Standard		4	
15	(Clean-Up) 5 *minutes*	*Standard*		*4*	

U.S. POSTAL SERVICE

MAINTENANCE CHECKLIST

IDENTIFICATION										
WORK CODE		EQUIPMENT ACRONYM					NUMBER			TYPE
o	2	P	P	C			0	0	1	M

SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL 89	
SUB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY A	S	Q	M			
GENERAL	1.	(SAFETY) Observe all safety precautions. Disconnect power cable except when operations must be performed with equipment running. Be especially cautious when performing operations with equipment running.			x				
DRIVE SECTION	2.	(MOTOR AND REDUCER OR GEARMOTOR) With conveyor running, feel motor and reducer housing to detect excessive vibration. Listen for evidence of damage or wear to internal parts. Look for evidence of lubricant leakage.			x				
	3.	(DRIVE SECTION) With conveyor running, observe overall performance of motor, reducer, and power transmission equipment.			x				
	4.	(ROLLER CHAIN TRANSMISSION) With power cable disconnected, remove chain guard. Look for excessive wear on roller chain and sprocket teeth. Look for corrosion and buildup of dirt on transmission parts. Feel chain to determine if tension is properly adjusted. Feel sprockets to be sure they are tight on shafts. Remount chain guard.			x				
CONVEYING SECTION	5.	(BELT ALIGNMENT AND TENSION.) With conveyor running, observe tracking and tension of belt over drive terminal and takeup pulleys. (If reversible, observe in both directions.)			x				
	6.	(PULLEY BEARINGS) With conveyor running, listen for abnormal noise from pulley and roll bearings. Feel accessible bearing housings to detect excessive vibration. Observe each pulley for eccentricity or other indications of wear.			x				
	7.	(BELT AND LACING) Operate conveyor and observe condition of entire length of belt and lacing.			x				
STRUCTURAL	8.	(CONVEYOR FRAME) With power cable disconnected, look for damage to frame, tower, guards, etc. Check for loose or defective bolts, rivets, and welds. Check casters for damage.			x				

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U.S. POSTAL SERVICE
MAINTENANCE CHECKLIST

IDENTIFICATION										
WORK CODE		EQUIPMENT ACRONYM					NUMBER			TYPE
0	2	P	P	C			0	0	1	M

SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL 89	
SUB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY A	S	Q	M			
CONTROLS	9.	(SWITCHES AND WIRING) With power cable disconnected, look and feel for damage to switch boxes, cables, conduit, and wiring. Look for damage to power cable and plugs.			X				
GENERAL	10.	(CLEANUP) Remove all tools, rags, and debris from work area. Initiate repair work orders as required. Report serious deficiencies to maintenance supervisor.			X				
SAFETY	11.	Check operation of the emergency-stop switches and proper installation of mechanical guards over potential pinch points.			X				

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U.S. POSTAL SERVICE
MAINTENANCE CHECKLIST

IDENTIFICATION											
WORK CODE		EQUIPMENT ACRONYM					NUMBER			TYPE
0	4	P	P	C			0	0	1	M

SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL 89	
SUB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY A	S	Q	M			
GENERAL	1.	(SAFETY) Observe all safety precautions. Disconnect power cable except when maintenance action must be performed with equipment running. Be especially cautious when performing operations with equipment running.			X				
DRIVE SECTION	2.	(MOTOR AND REDUCER BEARINGS, WHERE GREASE FITTINGS ARE PROVIDED) With power cable disconnected, remove relief plugs from bearings. Wipe fittings to remove dirt. Using a hand-grease gun, purge bearings by applying lubricant through fittings until fresh lubricant appears at relief hole. Connect power cable and run motor and reducer for a short time to allow excess grease to run out, then replace relief plugs.			X				
	3.	(GEARCASE OIL LEVEL) With power cable disconnected, remove oil level plug and determine level of lubricant in gearcase. Add lubricant as required to reach proper level. Clean breather vent and wipe away any excess lubricant.			X				
	4.	(ROLLER CHAIN) With conveyor running, use a brush to apply lubricant to roller chain.			X				
	5.	(GEARCASE) With power cable disconnected and unit warm from running, remove filler cap from gearcase. Remove drain plug and drain old lubricant from gearcase. Replace drain plug and fill gearcase to proper level. Clean breather vent, replace filler cap, and wipe excess oil from gearcase exterior.			X				
	6.	(CASTERS, WHERE FITTINGS ARE PROVIDED) With power cable disconnected, wipe fittings. Using a hand-grease gun, apply small amount of lubricant to fittings. Wipe away any excess lubricant.			X				
CONVEYING SECTION	7.	(PULLEY BEARINGS, WHERE FITTINGS ARE PROVIDED) With power cable disconnected, wipe dirt from all lube-type pulley bearings. Using a hand-grease gun, apply a small amount of lubricant to fittings. Wipe away excess lubricant.			X				

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SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL 89	
SUB-EQUIPMENT/AREA	DATE LAST REVISED	REVISION NO.	APPROVED BY (INITIALS)

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FRI				C		
ARIDRIVE	8.	With power cable disconnected, wipe dirt from fittings. Using hand-grease gun, apply small amount of lubricant to bearings.			(				
GENERAL	9.	(CLEANUP) Remove all tools, rags, and debris from work area. Initiate repair work orders as required. Report serious deficiencies to maintenance supervisor.			(				
SAFETY	10.	Check operation of the emergency-stop switches and proper installation of mechanical guards over potential pinch points.			(				

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SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL L	
SUB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY A	S	Q	M			
GENERAL	1.	(SAFETY) Observe all safety precautions. Disconnect power cable except when operations must be performed with equipment running. Be especially cautious when performing operations with equipment running.			X				
DRIVE SECTION	2.	(MOTOR AND REDUCER OR GEARMOTOR) With conveyor running, feel motor and reducer housing to detect excessive vibration. Listen for evidence of damage or wear to internal parts. Look for evidence of lubricant leakage.			X				
	3.	(DRIVE SECTION) With conveyor running, observe overall performance of motor, reducer, and power transmission equipment.			X				
	4.	(ROLLER CHAIN TRANSMISSION) With power cable disconnected, remove chain guard. Look for excessive wear on roller chain and sprocket teeth. Look for corrosion and buildup of dirt on transmission parts. Feel chain to determine if tension is properly adjusted. Feel sprockets to be sure they are tight on shafts. Remount chain guard.			X				
CONVEYING SECTION	5.	(BELT ALIGNMENT AND TENSION) With conveyor running, observe belt tracking and tension over drive, terminal, and takeup pulleys. If reversible, observe in both directions.			X				
	6.	(PULLEY BEARINGS) With conveyor running, listen for abnormal noise from pulley and roll bearings. Feel accessible bearing housings to detect excessive vibration. Observe each pulley for eccentricity or other indications of wear.			X				
	7.	(BELT AND LACING) Operate conveyor and observe condition of entire length of belt and lacing.			X				
STRUCTURAL	8.	(CONVEYOR FRAME) With power cable disconnected, look for damage to frame, tower, guards, etc. Check for loose or defective bolts, rivets, and welds. Check casters for damage.			X				

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YSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL L	
UB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY A	S	Q	M			
CONTROLS	9.	(SWITCHES AND WIRING) With power cable disconnected, look and feel for damage to switch boxes, cables, conduit, and wiring. Look for damage to power cable and plugs.			X				
GENERAL	10.	(CLEANUP) Remove all tools, rags, and debris from work area. Initiate repair work orders as required. Report serious deficiencies to maintenance supervisor.			X				
SAFETY	11.	Check operation of the emergency-stop switches and proper installation of mechanical guards over potential pinch points.			X				

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SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL L	
SUB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY A	S	Q	M			
GENERAL	1.	(SAFETY) Observe all safety precautions. Disconnect power cable except when maintenance action must be performed with equipment running. Be especially cautious when performing operations with equipment running.			X				
DRIVE SECTION	2.	(MOTOR AND REDUCER BEARINGS, WHERE GREASE FITTINGS ARE PROVIDED) With power cable disconnected, remove relief plugs from bearings. Wipe fittings to remove dirt. Using a hand-grease gun, purge bearings by applying lubricant through fittings until fresh lubricant appears at relief hole. Connect power cable and run motor and reducer for a short time to allow excess grease to run out, then replace relief plugs.			X				
	3.	(GEARCASE OIL LEVEL) With power cable disconnected, remove oil level plug and determine level of lubricant in gearcase. Add lubricant as required to reach proper level. Clean breather vent and wipe away any excess lubricant.			X				
	4.	(ROLLER CHAIN) With conveyor running, use a brush to apply lubricant to roller chain.			X				
	5.	(GEARCASE) With power cable disconnected and unit warm from running, remove filler cap from gearcase. Remove drain plug and drain old lubricant from gearcase. Replace drain plug and fill gearcase to proper level. Clean breather vent, replace filler cap, and wipe excess oil from gearcase exterior.			X				
	6.	(CASTERS, WHERE FITTINGS ARE PROVIDED) With power cable disconnected, wipe fittings. Using a hand-grease gun, apply a small amount of lubricant to fittings. Wipe away any excess lubricant.			X				
CONVEYING SECTION	7.	(PULLEY BEARINGS, WHERE FITTINGS ARE PROVIDED) With power cable disconnected, wipe dirt from all lube-type pulley bearings. Using a hand-grease gun, apply a small amount of lubricant to fittings. Wipe away excess lubricant.			X				

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SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL L	
SUB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FRI						
			M	S	O	M			
GENERAL	8.	(CLEANUP) Remove all tools, rags, and debris from work area. Initiate repair work orders as required. Report serious deficiencies to maintenance supervisor.			X				
SAFETY	9	Check operation of the emergency-stop switches and proper installation of mechanical guards over potential pinch points.			X				

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SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL H	
SUB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY A	S	Q	M			
GENERAL	1.	(SAFETY) Observe all safety precautions. Disconnect power cable except when operations must be performed with equipment running. Be especially cautious when performing operations with equipment running.			X				
	2.	(POWER CABLE) Connect power cable and operate conveyor.			X				
	3.	(POWER CABLE) Disconnect power cable from receptacle.			X				
DRIVE SECTION	4.	(MOTOR AND REDUCER OR GEARMOTOR) With conveyor running, feel motor and reducer housing to detect excessive vibration. Listen for evidence of damage or wear to internal parts. Look for evidence of lubricant leakage.			X				
	5.	(DRIVE SECTION) With conveyor running, observe overall performance of motor, reducer, and power transmission equipment.			X				
	6.	(ROLLER CHAIN TRANSMISSION) With power cable disconnected, remove chain guard. Look for excessive wear on roller chain and sprocket teeth. Look for corrosion and buildup of dirt on transmission parts. Feel chain to determine if tension is properly adjusted. Feel sprockets to be sure they are tight on shafts. Remount chain guard.			X				
CONVEYING SECTION	7.	(BELT ALIGNMENT AND TENSION) With conveyor running, observe tracking and tension of belt over drive terminal and takeup pulleys. (If reversible, observe in both directions.)			X				
	8.	(PULLEY BEARINGS) With conveyor running, listen for abnormal noise from pulley and roll bearings. Feel accessible bearing housings to detect excessive vibration. Observe each pulley for eccentricity or other indications of wear.			X				
	9.	(BELT AND LACING) With power cable connected, jog conveyor and observe condition of belt and lacing along entire length of belt.			X				

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SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL H	
SUB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM No.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	R	U	I				
			A	S	D	u			
HYDRAULIC SYSTEM	10.	(HYDRAULIC SYSTEM) With power cable connected, operate boom section and observe hydraulic system (manual or motor-driven pump, whichever is applicable). Look for leakage around cylinders, caps, piston rods, and in tubing and fittings of fluid lines.			K				
STRUCTURAL	11.	(CONVEYOR FRAME) With power cable disconnected, look for damage to frame, hopper, boom, and other. structural members. Check for loose bolts, broken welds, and broken or loose rivets. Check casters for damage.			K				
CONTROLS	12.	(SWITCHES AND WIRING) With power cable disconnected, look and feel for damage to switch boxes, cable reels, and associated conduit and wiring. Look for damage to power cable and plugs.			K				
GENERAL	13.	(CLEANUP) Clean all parts of conveyor. Remove all inspection equipment from work area. Initiate repair work orders as required. Report serious deficiencies to maintenance supervisor.			K				
SAFETY	14.	Check operation of the emergency-stop switches and proper installation of mechanical guards over potential pinch points.			K				

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SYSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL H	

SUB-EQUIPMENT/AREA	DATE LAST REVISED	REVISION NO.	APPROVED BY (INITIALS)

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY: D	W	S	C	M		
GENERAL	1.	(SAFETY) Observe *all* safety precautions. Disconnect power cable except when maintenance action must be performed with equipment running. Be especially cautious when performing operations with equipment running.				X			
	2.	(POWER CABLE) Connect power cable and operate conveyor.				K			
	3.	(POWER CABLE) Disconnect power cable from receptacle.				K			
DRIVE SECTION	4.	(MOTOR AND REDUCER BEARINGS, WHERE GREASE FITTINGS ARE PROVIDED) With power cable disconnected, remove relief plugs from bearings. Wipe fittings to remove dirt. Using a hand-grease gun, purge bearings by applying lubricant through fittings until fresh lubricant appears at a relief hole. Connect power cable and run motor and reducer for a short time to allow excess grease to run out, then replace relief plugs.				K			
	5.	(GEARCASE OIL LEVEL) With power cable disconnected, remove oil level plug and' determine level of lubricant in gearcase. Add lubricant as required to reach proper level. Clean breather vent and wipe away any excess lubricant.				K			
	6.	(ROLLER CHAIN) With conveyor running, use brush to apply lubricant to roller chain.				K			
	7.	(GEARCASE) With power cable disconnected and unit warm from running, remove filler cap from gearcase. Remove drain plug and drain old lubricant from gearcase. Replace drain plug and fill gearcase with lubricant to proper level. Clean breather vent. Replace filler cap and wipe excess oil from gearcase exterior.				K			
	8.	(CASTERS, WHERE FITTINGS ARE PROVIDED) With power cable disconnected, wipe fittings. Using a hand-grease gun, apply small amount of lubricant to fittings. Wipe away excess lubricant.				x			

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YSTEM/LOCATION	EQUIPMENT TYPE	MODEL/SERIES	ORIGINAL ISSUANCE DATE
POWERED PORTABLE CONVEYORS		MODEL H	
UB-EQUIPMENT/AREA	**DATE LAST REVISED**	**REVISION NO.**	**APPROVED BY (INITIALS)**

PART OR COMPONENT	ITEM NO.	INSTRUCTIONS (COMPLY WITH ALL CURRENT SAFETY PRECAUTIONS)	FREQUENCY A	S	Q	M			
CONVEYING SECTION	9.	(PULLEY BEARINGS, WHERE FITTINGS ARE PROVIDED) With conveyor running, wipe dirt from fitting of all lubrication-type pulley bearings. Using a hand-grease gun, apply a small amount of lubricant to fittings. Wipe away lubricant.			X				
GENERAL	10.	(CLEANUP) Clean all parts of conveyor. Remove all maintenance tools, equipment, and lubricants from work area. Complete Form 4805, *Work Order*, and report serious deficiencies to maintenance supervisor.			X				
SAFETY	11.	Check operation of the emergency-stop switches and proper installation of mechanical guards over potential pinch points.			X				

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MASTER PREVENTIVE MAINTENANCE CHECKLIST

Checklist Number: 4-PPC-1M

Type Of Activity: CLEANING AND LUBRICATING

System: Portable Conveyors

Equipment: All Models

Type: General Purpose, Parcel Sorting, Loading-Unloading

Component	Item	Instructions	Frequency By Service Condition		
			Light	Mod	Sev
GENERAL	1	(Safety) Observe all Safety precautions. Disconnect power cable except when maintenance action must be performed with the equipment running. Be especially cautious when performing *operations with* the equipment running.		MQSA -xxx	
	2	(Power Cable) Connect power cable and operate conveyor.		•	
	3	(Power Cable) Disconnect power cable from receptacle.		- •	
DRIVE SECTION	4	(Motor and Reducer Bearings, *where* Grease Fittings are provided). With power cable disconnected remove relief plugs from bearings. Wipe fittings to remove dirt. Using a hand grease *gun, purge* bearings by applying lubricant through fittings until fresh lubricant appears at relief hole. Connect power cable and run motor and reducer for a short time to allow excess grease *to run out,* then replace the relief plugs.		-xxx	
	5	(Gearcase Oil Level) With the power cable disconnected, remove the oil level plug and determine level of lubricant in gearcase. Add lubricant as required to reach the proper level. Clean breather vent and wipe away any excess lubricant.		-Xxx	
	6	(Roller Chain) With conveyor running, use bns'1 to apply lubricant *to* roller chain. 'Oil SAE 40		-XXX	

*Frequency to agree with "operating items" appearing on individual checklist. These performance time standards have not been included in the data presented on the summary sheets.

MASTER PREVENTIVE MAINTENANCE CHECKLIST Type of Activity: CLEANING AND LUBRICATING			Checklist Number: 4-PPC-1M
System: Portable Conveyors	Equipment : All Models	Type:	General Purpose Parcel Sorting Loading-Unloading

Component	Item	Instructions	Frequency By Service Condition		
			Light	Mod	Sev
	7	(Gearcase) With the power cable disconnected and the unit warm from running, remove filler cap from gearcase. Remove drain plug and drain old lubricant from gearcase. Replace drain plug and fill gearcase with lubricant to the proper level. Clean breather vent. Replace filler cap and wipe excess oil from exterior of gearcase. Oil SAE 40		MQSA ---x	
(Models 86, 89, C-89)	8	(Variable-Speed Drive, Where Provided) With power cable disconnected, wipe fittings. Using a hand grease gun, apply a small amount of lubricant to fittings. Where appropriate, apply a small amount of oil to motor base slides. wipe away excess lubricant. Molybenum disulfide E.P. grease Oil SAE 40		-XXX	
HYDRAULIC SYSTEM (Model C)	9	(Pump Motor Bearings, Where Grease Fittings are Provided) With power cable disconnected, remove relief plugs from bearings. Wipe Fittings. Using a hand grease gun, purge bearings by applying lubricant through fittings until fresh lubricant appears at relief hole. Run pump motor fox a short time to allow excess grease to run out. Replace the relief plugs. Molybenum disulfide E.P. grease		-XXX	
STRUCTURAL (Model J)	10	(cam Rollers, Where Fittings are Provided) With the power cable disconnected, wipe grease fittings. Using a hand grease gun, apply a small amount of lubricant to fittings. Wipe away excess lubricant. Molybenum disulfide E.P. grease		-XXX	
	11	(casters, where Fittings are Provided.) With the power cable disconnected, wipe the fittings. Using a hand grease gun, apply a small amount of lubricant to the fittings. wipe away excess lubricant.		-XX	
	. . .	Molybenum disulfide E.P. grease			

MASTER PREVENTIVE MAINTENANCE CHECKLIST

Type of Activity: CLEANING AND LUBRICATI NG

Checklist Number: 4-PPC-1M

System: Portable Conveyors | Equipment: All Models | Type: General Purpose Parcel Sorting Loading-Unloading

Component	Item	Instructions	Frequency By Service Condition		
			Light	Mod	Sav
(Model J)	12	(BOOM Lock Linkage) With power cable disconnected, wipe dirt from boom lock assembly. using a spout can, apply a small amount of oil to linkage pivot points. wipe away excess lubricant. Oil SAE 40		MQSA -Xxx	
CONVEYING SECTION	13	(Pulley Bear ings, Where Fittings are Provided) With conveyor "running, wipe dirt from fittings of all lube-type pulley bearings. Using a hand grease gun, apply a small amount of lubricant to fittings. Wipe away excess lubricant. Molybenum disulfide E.P. grease		-XXX	
MANUAL TILT MECHANISM (Model G)	14	(Manual Tilt Mechanism) With the power cable disconnected, raise the conveyor to maximum elevation. Remove dirt and oil from screw stock and gears. Apply lubricant with brush on screw stock and gears. After lubrication, lower conveyor to horizontal position. Oil SAE 40		-XXX	
GENERAL	15	(Clean-Up) Clean all parts of the conveyor. Remove all maintenance tools, equipment and lubricants from work area. Complete form 4581, CORRECTION NEEDED."' -Report serious deficiencies to maintenance supervisor.		-XXX	